

NOTRE DAME SCHOOL COUNCIL

January 21, 2020 at 6:30 pm
Notre Dame School Board Room

Minutes of regular monthly meeting.

Present:

Charmaine Moeller
Terri Haynal
Pauline Gerwien
Janice Depositar

Maddy de Castro
Nikki Chmelyk
Rachel Veiner
Yvonne Becotte

Fr. Vener Sabacan
Glenda Macarat
Allison Bijl

Regrets: Cristina Amano, Jim Kinnear, Colleen Richard

Opening prayer led by Fr. Vener @ 6:31pm

1. **Approval of Agenda** – to approve as presented;
Motion by Maddy de Castro
Seconded by Glenda Macarat
Carried.

3. **Adoption of Minutes** – to adopt the minutes from December 2, 2019 regular meeting;
Motion by Glenda Macarat
Seconded by Pauline Gerwien
Carried.

4. **Correspondence** - An anonymous Mass card in honour of Notre Dame School Council was shared with all present.

5. **Old Business**
 - **Christmas Gifts for Staff** – A recap of how this year’s Christmas voucher program went was emailed to all prior to the meeting. Charmaine Moeller recommended that we consider different options next Christmas, as there were some issues with the process this year. We can revisit the recommendations next fall.

6. **Financial Report** - Glenda Macarat

Fr. Vener Sabacan raised concerns about 2 cash tuition payments from late June 2019 that were supposedly deposited, but we have not been able to trace into the bank. He would like to recommend that we draft 2 policies requiring semi-annual, internal audits for both Notre Dame School and the PSG. It’s important that anyone handling funds for the school or the PSG are held accountable and operate transparently.

To accept the January 2020 Financial Report as presented;
Motion by Glenda Macarat

Seconded by Charmaine Moeller
Carried.

7. Committee Reports

- Staff Representative – Nikki Chmelyk
 - Emailed to all prior to meeting. The first draw for Read-a-thon prizes will be this Friday.
- CIS REPORT – Yvonne Becotte
 - Emailed to all prior to meeting.
- Maintenance and Repairs - Jim Kinnear
 - Report not available.
- Staff/School Council Liaison – Maddy de Castro
 - Emailed to all prior to meeting.
- Parent Support Group - Charmaine Moeller
 - Emailed to all prior to meeting.
- Parish/School Council Liaison – Pauline Gerwien
 - Meeting was last week. Knights of Columbus pancake breakfast wasn't very well advertised so it didn't make much money. CWL will be hosting their convention (and 80th anniversary) at the school Apr 17-19/20. The parish will be fundraising to celebrate 50 years in the current church. The parish is also looking for nominations for parish council. Stations of the Cross will start at the end of February.
- Filipino Community Liaison - Janice Depositari
 - Emailed to all prior to meeting.

To accept all reports as presented;
Motion by Charmaine Moeller
Seconded by Glenda Macarat
Carried.

8. Principals Report – Terri Haynal

Emailed to everyone prior to meeting. The school currently has 219 students. The parish will be hosting the NET team for supper on Jan 28/20. Staff, PSG members, and school council members are welcome to attend.

9. New Business – Charmaine Moeller will contact the parish to schedule Notre Dame School to lead Stations of the Cross on Friday, Mar 6/20 at 7pm.

10. Next Meeting Tuesday, February 18, 2020 at 6:30pm
Monday, March 9, 2020 at 6:30pm

Items for next meeting: 1. Discretionary Days draft policy
2. Leave Requests draft policy
3. Stations of the Cross

(Rachel, Allison, Yvonne & Nikki left the meeting.)

11. In Camera Motion to go in camera by Maddy de Castro;
Seconded by Janice Depositari
Carried.

Motion to come out of camera by Charmaine Moeller;
Seconded by Maddy de Castro
Carried.

Motion to not offer a one-time signing & completion bonus to recruit new teachers for the 2020-2021 school year;

Motion by Charmaine Moeller
Seconded by Pauline Gerwien
Carried.

12. Closing Prayer by Father Vener

Meeting adjourned at 7:24pm

Minutes recorded and prepared by Charmaine Moeller